

MINUTES OF THE  
EAST COVENTRY TOWNSHIP BOARD OF SUPERVISORS  
ANNUAL ORGANIZATIONAL MEETING HELD ON JANUARY 2, 2007  
(Approved January 15, 2007)

The Board of Supervisors held their annual organizational meeting on Tuesday, January 2, 2007. Present for the meeting were supervisors Robert Preston, W. Atlee Rinehart, Jay Doering, Timothy Roland and Rosemarie C. Miller. Also, in attendance were John A. Koury, Jr., Township Solicitor and Casey LaLonde, Township Manager and Brady Flaharty of ARRO Consulting, Inc. Mr. Preston called the meeting to order at 7:00 p.m.

**1. AFFIRMATION OF THE BOARD OF SUPERVISORS**

Mr. Doering moved to appoint Mr. Rinehart as Chairman. Mr. Roland seconded the motion. The motion carried with a 5-0-0 vote.

Mr. Roland moved to appoint Mr. Doering as Vice Chairman. Mr. Rinehart seconded the motion. The motion carried with a 5-0-0 vote.

**2. AFFIRM SUPERVISORS EMPLOYED BY THE TOWNSHIP**

Mr. Doering moved to affirm Mr. Rinehart's 'as needed' part-time township employee status being the only supervisor employed by the township with a salary as set by the Board of Auditors. Mr. Roland seconded the motion. Mr. Rinehart abstained due to conflict of interest. The motion carried with a 4-0-1 vote.

**3. APPOINTMENTS TO OFFICE**

Mr. Doering moved to appoint Mr. LaLonde to the position of Township Manager. Mr. Roland seconded the motion. Mr. Preston and Mrs. Miller voted no. The vote carried with a 3-2-0 vote.

Mr. Roland moved to appoint Mrs. Miller to the position of Township Secretary. Mr. Doering seconded the motion. The motion carried with a 5-0-0 vote.

Mr. Preston moved to appoint Mr. Roland to the position of Township Treasurer. Mr. Doering seconded the motion. The motion carried with a 5-0-0 vote.

**4. ESTABLISHED THE AMOUNT OF THE TREASURER'S BOND**

Mr. Doering moved to establish the amount of the Treasurer's Bond at \$3,000,000. Mr. Roland seconded the motion. The motion carried with a 5-0-0 vote.

**5. OTHER APPOINTMENTS**

Mr. Roland moved to appoint Mr. John A. Koury, Jr. to position of Township Solicitor. Mr. Doering seconded the motion. Mr. Preston and Mrs. Miller voted no. The motion carried with a 3-2-0 vote.

Mr. Doering moved to appoint Mr. Brady Flaharty of ARRO Consulting, Inc. as Township Engineer. Mrs. Miller seconded the motion. The motion carried with a 5-0-0 vote.

The Township Solicitor and Township Engineer submitted current fee and rate schedules.

Mr. Doering moved to appoint Code Inspections Inc. as Code and Zoning Enforcement Officer and Building Inspector. Mr. Roland seconded the motion. Mr. Preston and Mrs. Miller voted no. The motion carried with a 3-2-0 vote.

Mr. Doering moved to appoint Mr. Ray Kolb as Driveway Inspector for existing residences not part of any new development and appoint ARRO Consulting, Inc. as Driveway Inspector for new development (townhouses and single family homes). Mr. Preston seconded the motion. The motion carried with a 5-0-0 vote.

No vote was taken on the Vacancy Board due to the fact that nobody has come forth to serve in that capacity.

It was noted that there are vacancies for the Zoning Hearing Board. Mr. Ronald Elliott resigned from the Zoning Hearing Board.

Mrs. Miller was appointed as the representative to the Northern Federation.

Mr. Doering moved to appoint Mr. William Moore, Jr. to the Zoning Hearing Board. Mr. Rinehart seconded the motion. The motion carried with a 5-0-0 vote.

Mr. Preston moved to appoint Ms. Gail Brown, Ms. Virginia Ann Keen and Ms. Phyllis Snyder to the Historical Commission. Mr. Roland seconded the motion. The motion carried with a 5-0-0 vote.

Mr. Doering moved to appoint Mr. Lance Parson to the Planning Commission. Mr. Roland seconded the motion. The motion carried with a 5-0-0 vote.

Mr. Doering moved to appoint Mrs. Sally Kolb to Emergency Management Coordinator. Mr. Roland seconded the motion. The motion carried with a 5-0-0 vote.

No vote was taken on the Citizen-at-Large to the Federation of Northern Chester County Communities due to the fact that nobody has come forth to serve in that capacity.

Mr. Doering moved to appoint Mr. Preston to Voting Delegate to PSATS Annual Convention. Mr. Roland seconded the motion. The motion carried with a 5-0-0 vote.

Mr. Rinehart moved to appoint Mr. Doering to Pottstown Area Regional Council of Governments. Mr. Roland seconded the motion. The motion carried with a 5-0-0 vote.

Mr. Doering moved to appoint Mr. Roland and Mrs. Constance Megay to the Pottstown Metropolitan Area Regional Planning Commission. Mr. Rinehart seconded the motion. The motion carried with a 5-0-0 vote. It was noted that Mr. Roland will serve a 2-year term and

Mrs. Megay will serve a 1-year term. It was requested a written response be obtained from Mrs. Megay acknowledging such appointment.

Mr. Doering moved to appoint Mr. Preston to Police Liaison. Mr. Roland seconded the motion. The motion carried with a 5-0-0 vote.

Mr. Doering moved to appoint Mr. Rinehart to Road Department Liaison. Mr. Roland seconded the motion. The motion carried with a 5-0-0 vote.

Mr. Doering moved to appoint Mr. Roland to General Staff Liaison. Mr. Preston seconded the motion. The motion carried with a 5-0-0 vote.

It was noted that the appointed liaisons will review budget items for those departments they are responsible.

Mr. Rinehart moved to appoint Mr. Doering to Fire Department Liaison. Mr. Roland seconded the motion. The motion carried with a 5-0-0 vote.

#### **6. SELECT DEPOSITORIES FOR THE TOWNSHIP'S FUNDS**

Mr. Doering moved to continue to have National Penn Bank as the depository for the township's funds. Mr. Preston seconded the motion. The motion carried with a 5-0-0 vote

#### **7. ESTABLISH REGULAR MONTHLY MEETING LOCATION, DATES AND TIMES**

Mr. Preston moved to establish the Board, Committee and Commission meeting dates, times and location as amended. Amendments being the addition of a Historical Commission workshop (as needed) the fourth meeting of each month at 7:00 p.m. and establish Board of Supervisors special meetings the second and fourth Monday of the month at 7:00 p.m. and cancel as necessary. Mr. Doering seconded the motion. The motion carried with a 5-0-0 vote.

#### **8. DETERMINE HOLIDAYS FOR NON-UNIONIZED TOWNSHIP EMPLOYEES**

Mr. Preston moved to establish holidays for non-unionized township employees as presented. Mr. Roland seconded the motion. The motion carried with a 5-0-0 vote.

#### **9. SET FEE SCHEDULE AND MILEAGE REIMBURSEMENT**

Approval of the fee schedule was tabled due to lack of information.

Mr. Doering moved to accept the Solicitor and Township Engineer rates as presented and request rates from the Traffic Engineer and the Township Planner. Mr. Preston seconded the motion. The motion carried with a 5-0-0 vote.

Mr. Doering moved to set the mileage reimbursement at the current IRS standard rate of 48.5 cents and the rate will be modified accordingly. Mr. Preston seconded the motion. The motion carried with a 5-0-0 vote.

#### **10. PASS RESOLUTION ON EMS TERRITORIES FOR AMBULANCE SERVICES**

Approval of the EMS territories for ambulance services was tabled due to lack of information.

**ADJOURNMENT**

The annual organizational meeting closed at 7:50 p.m.

Respectfully submitted,

Rosemarie C. Miller  
Township Secretary